

Energy Strategy & Opportunity Analysis RFQ  
Exhibit A – Common Questions with Answers

**Q1:** Is this work to occur within the context of other Town decision making or deadlines that would affect our proposed timeline?

**A1:** The work would occur in conjunction and in assistance with the Town's Clean Energy Committee. While the deadline is important as the Town moves forward with this project, it acts more as a goal for completion than a hard deadline.

**Q2:** Who will be the primary "client" for the effort (e.g. Town Manager, Facilities, Planning Department, Town Energy Committee (appointed or volunteer))?

**A2:** The primary client will be the Town Manager or designee, however, as stated above, it will be expected that the selected bidder will work alongside and in cooperation with the Town's Clean Energy Committee.

**Q3:** What are the buildings/facilities to be covered by the Plan, with square footage for each?

**A3:** A list is attached, but this is not a performance contracting proposal. The Town is looking for a consultant to work with the Town to create an energy plan that will recommend upgrades, projects, and future planning needs. Performance contracting could be one recommendation as part of the energy strategy and plan.

**Q4:** How much energy was consumed in the last fiscal year for municipal government purposes and what were the costs by fuel type?

**A4:** A list is attached, but this is not a performance contracting proposal. The Town is looking for a consultant to work with the Town to create an energy plan that will recommend upgrades, projects, and future planning needs. Performance contracting could be one recommendation as part of the energy strategy and plan.

**Q5:** Would an ASHRAE Level 2 Audit be required for each town building, and if so how many town buildings would be included in the scope of work?

**A5:** This project is not intended to be an investment grade audit on facilities leading up to performance contracting. However, if an investment grade audit is recommended as part of the strategy, it would be acceptable.

**Q6:** What is the square footage of the buildings the Town owns and/or operates that should be included in the study?

**A6:** See question/answer #3.

**Q7:** What types and quantities of vehicles should be included in the study?

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**A7:** A list is attached.

**Q8:** Are any other facilities or areas included in the energy analysis, ie. parks and recreational facilities, parking lot lighting, etc.

**A8:** Please see question/answer #3 for all facilities to be included in the plan.

**Q9:** Does the location of the contractor weigh in the Town's consideration for your selection?

**A9:** The Town of Enfield encourages as many bidders as possible to the RFP. The Town does expect members of the successful firm/company to meet with Town staff and attend regular (once a month) committee meetings when necessary. The proximity of each firm/company to the Town of Enfield is solely the concern of the bidding firm/company.

**Q10:** Who is the Town's utility provider.

**A10:** Connecticut Light & Power is the Town of Enfield's electricity provider.